



DATE: August 17, 1993

TO: District Engineers
District Field Engineers
District Construction Engineers
Resident/Project Engineers

FROM: Gerald D. Dobie
Engineer of Construction

RE: **Construction Instructional Memorandum 1993-23**

Following are a few document changes now in effect when using CPRKS Version 3.0:

1. For CPRKS generated Recommendations ONLY, do not attach the previously requested "Recommendation Status and Contents" printout.
2. Form 1100C "Recommendation For Extension of Time (Payment Purposes Only)" is not required.
3. On a multiple project number contract, continue to write the lowest control section and project number on the top left corner of the Recommendation.
4. If a project was started on CPRKS version 2.0 and converted to version 3.0, the top box of the Recommendation form will not be filled completely. The box is under the lines "Key", "Control Section", "Job Number", etc. Fill in the blank boxes by hand.

If there are any questions, call Jeff Grossklaus at (517) 373-2308, or Cliff Farr at (517) 335-2246.

Engineer of Construction

GDD:JKG:srh

cc:	Lansing Construction Office	MRBA
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